

**MURRAY CITY**  
**RESIDENTIAL REMODEL, ADDITION, OR ATTACHED GARAGE**  
**PLAN SUBMITTAL REQUIREMENTS**

Permit Application No. \_\_\_\_\_

Name of  
Applicant \_\_\_\_\_  
Building Address or Lot No. \_\_\_\_\_

In order to expedite your plan review, please check your plans and application to be sure the following information has been included. When each of the following items has been checked by you, sign the bottom of the form and have the Permit Specialist verify that all needed information is included. Submit this form with your application, plan review deposit, and 2 sets of plans for Building Department review. NOTE: APPLICATIONS FOR BUILDING PERMITS CANNOT BE ACCEPTED FOR PLAN REVIEW UNTIL THE SUBMITTAL IS COMPLETE.

**\*COMMUNITY DEVELOPMENT APPROVAL**

\_\_\_\_ Approval signature from Planning & Zoning

**\*PLAN REVIEW DEPOSIT**

\_\_\_\_ Plan review deposit of \$40.00 (will be credited toward total permit fee)

**\*THE BUILDING PERMIT APPLICATION**

- \_\_\_\_ Date of application
- \_\_\_\_ Proposed use of structure
- \_\_\_\_ Project address
- \_\_\_\_ Owner of property, phone number, and address
- \_\_\_\_ Contractor's name, phone number, address, and contractor's state license number for:
  - \_\_\_\_ General contractor - attach copy of license
  - \_\_\_\_ Electrical contractor - attach copy of license
  - \_\_\_\_ Plumbing contractor - attach copy of license
  - \_\_\_\_ Mechanical contractor - attach copy of license
- \_\_\_\_ Type of improvement/kind of construction
- \_\_\_\_ Estimate of valuation for project (for remodels only)
- \_\_\_\_ Signature of owner, contractor, or authorized agent with date signed

**\*SITE PLAN (FOR ADDITIONS)**

- \_\_\_\_ Drawn to scale with scale indicated (1"=20' or larger)
- \_\_\_\_ North arrow
- \_\_\_\_ Lot dimensions all sides
- \_\_\_\_ Size and location of any easements or right-of-ways
- \_\_\_\_ Names and locations of all adjacent streets

- \_\_\_ Locations of proposed and existing structures
- \_\_\_ Setback dimensions front, rear, and all sides
- \_\_\_ Outside building dimensions and distances between buildings on building site
- \_\_\_ Driveways, patios, and decks
- \_\_\_ Relative elevations of top of foundation and lot corners
- \_\_\_ Location, type, and elevation of any retaining walls

#### **BUILDING PLANS OF NEW AREAS**

- \* \_\_\_ Floor plan layouts--use of all rooms (1/4"=1' or larger)
- \_\_\_ Indicate uses of adjacent rooms in existing home
- \_\_\_ Basement plan (indicate finished or unfinished)
- \_\_\_ Complete dimensions of all rooms, decks, porches, halls, stairs, cantilevers, bearing wall, and column locations
- \_\_\_ Ceiling heights all levels
- \_\_\_ Sizes and types of doors and windows (showing safety glazing)
- \_\_\_ Fire separation between house and garage (attached garage)
- \_\_\_ Stairway landings, rise, run, handrail, and headroom heights
- \_\_\_ Guardrail height and pattern
- \_\_\_ Building elevations (exterior views and finish materials)
  - \_\_\_ Front
  - \_\_\_ Rear
  - \_\_\_ All sides
- \_\_\_ Attic and crawl space ventilation and access
- \* \_\_\_ Cross sections drawn SPECIFICALLY for this structure with materials to be used
  - \_\_\_ Footing size, depth, and reinforcement
  - \_\_\_ Foundation height, thickness, and reinforcement
  - \_\_\_ Mud sill and anchor bolts
  - \_\_\_ Wall material, stud spacing, sheathing, interior finish, weather barrier, and exterior finish
  - \_\_\_ Floor joists and sheathing
  - \_\_\_ Solid blocking
  - \_\_\_ Roofing covering material and sheathing
- \_\_\_ Indication of how new and existing structure will be tied together (for additions)
- \_\_\_ Framing details--grade and species of lumber
  - \_\_\_ Rafter size and spacing and/or truss details and layout
  - \_\_\_ Joist size, spacing, and spans
  - \_\_\_ Size and material of all beams, headers, and columns
- \_\_\_ Insulation R-factors for walls, attics, and floors over unheated spaces and slabs on grade and foundations
- \_\_\_ Bracing details, methods, material, and location
- \_\_\_ Indication of which are new and which are existing walls
- \_\_\_ Completed "Energy Checklist" form (attached)

## ELECTRICAL DETAILS

- \_\_\_ All light and fan locations
- \_\_\_ GFCI's indicated
- \_\_\_ Smoke detectors including in existing areas

## PLUMBING DETAILS

- \_\_\_\_ Location of all plumbing fixtures including future fixtures  
\_\_\_\_ Floor drain, water heater, and clothes washer locations

## MECHANICAL

- \_\_\_\_\_ Furnace location  
\_\_\_\_\_ Combustion air location

## ENERGY CHECKLIST

- \_\_\_\_ Fill out and return attached Energy Checklist for home additions

NOTE: Additional information may be requested as the city proceeds with the plan review.

My signature below indicates that I have carefully reviewed the submitted plans and verified that all of the items above have been included. **I understand that failure to provide any needed information at this time will delay the processing of my permit.**

\* \_\_\_\_\_  
Applicant's Signature                      Date

\* \_\_\_\_\_  
Building Inspection Division                      Date \_\_\_\_\_

IF YOU NEED ASSISTANCE FROM A BUILDING INSPECTOR, PLEASE MAKE AN APPOINTMENT SO WE CAN SPEND SOME TIME WITH YOU TO ANSWER GENERAL QUESTIONS.

**MURRAY CITY**  
**ENERGY CHECKLIST/RESIDENTIAL**

If an energy analysis is not provided, this form shall be filled out so we can complete the plan review. All buildings shall comply with the Model Energy Code.

| <u>BUILDING COMPONENT</u>  | <u>INSULATION VALUE</u>                                 | <u>AREA/PERIMETER</u> |
|--|---|-----------------------|
| CEILING WITH ATTIC   | R-VALUE=_____   | _____ SQ.FT.          |
| CEILING WITHOUT ATTIC  | R-VALUE=_____   | _____ SQ.FT.          |
| EXTERIOR WALL<br>(less window area)                                  | R-VALUE=_____   | _____ SQ.FT.          |
| GLAZING<br>(to include basement windows)                             | U-VALUE=_____   | _____ SQ.FT.          |
| (If basement walls are<br>insulated)                                 | U-VALUE=_____   | _____ SQ.FT.          |
| EXTERIOR DOORS   | R-VALUE=_____   | _____ SQ.FT.          |
| FLOORS<br>(over unheated spaces)                                     | R-VALUE=_____   | _____ SQ.FT.          |
| (over outdoor air)   | R-VALUE=_____   | _____ SQ.FT.          |
| SLABS (not basement)   | R-VALUE=_____   | _____ LIN.FT.         |
| BASEMENT WALLS<br>(if floor over unheated space<br>is not insulated) | R-VALUE=_____   | _____ LIN.FT.         |
| FURNACE:   | MAKE: _____<br>MODEL: _____<br>EFFICIENCY RATING: _____ |                       |